

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Emergency Services	(2) MEETING DATE 8/12/2014	(3) CONTACT/PHONE Ron Alsop 781-5011	
(4) SUBJECT Request for approval to apply for up to \$182,565 from the Federal Fiscal Year 2014 Emergency Management Performance Grant and request approval of a related grant document. All Districts.			
(5) RECOMMENDED ACTION It is recommended that the Board: 1) Approve the Office of Emergency Services' (OES) request to apply for the Federal Fiscal Year 2014 Emergency Management Performance Grant; and 2) Approve the required "FY14 Emergency Management Performance Grant Agreement Articles, Assurances, Certifications, Terms, and Conditions" document.			
(6) FUNDING SOURCE(S) Federal grant funding	(7) CURRENT YEAR FINANCIAL IMPACT \$182,565.00	(8) ANNUAL FINANCIAL IMPACT \$182,565.00	(9) BUDGETED? Yes
(10) AGENDA PLACEMENT <input type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. ____) <input type="checkbox"/> Board Business (Time Est. ____)			
(11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) N/A		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: N/A <input type="checkbox"/> 4/5 Vote Required <input type="checkbox"/> N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY <input type="checkbox"/> N/A Date: _____	
(17) ADMINISTRATIVE OFFICE REVIEW Guy Savage			
(18) SUPERVISOR DISTRICT(S) All Districts			

County of San Luis Obispo



TO: Board of Supervisors

FROM: Emergency Services / Ron Alsop
781-5011

DATE: 8/12/2014

SUBJECT: Request for approval to apply for up to \$182,565 from the Federal Fiscal Year 2014 Emergency Management Performance Grant and request approval of a related grant document. All Districts.

RECOMMENDATION

It is recommended that the Board:

- 1) Approve the Office of Emergency Services' (OES) request to apply for the Federal Fiscal Year 2014 Emergency Management Performance Grant; and
- 2) Approve the required "FY14 Emergency Management Performance Grant Agreement Articles, Assurances, Certifications, Terms, and Conditions" document.

DISCUSSION

The Federal Emergency Management Agency (FEMA) provides funds – through its parent agency the Department of Homeland Security – via an annual program titled Emergency Management Performance Grant (EMPG). EMPG allows the County to obtain financial assistance to offset the costs of certain ongoing emergency planning and preparedness activities. EMPG has been a long standing emergency management assistance program for which the County has received annual funding for at least 25 years. EMPG funds are budgeted annually as revenue by OES (Fund Center 138) and are used to match and offset 50% of salary and supply costs for certain general emergency management planning and readiness efforts.

This request is for approval to apply for the Federal Fiscal Year 2014 EMPG. Such approval, of both the request to apply for the grant and approval of the "FY14 Emergency Management Performance Grant Agreement Articles, Assurances, Certifications, Terms, and Conditions" document will be accomplished simply by approving this agenda item. The Grant Assurances document may then be signed by staff. Once the grant is awarded, OES will come back to the Board requesting permission to accept the grant and, at that time, request approval for any budget adjustments.

One requirement of the EMPG, as well as other grants and funding programs processed through the Governor's Office of Emergency Services (Cal OES), is to have a "Governing Body Resolution" on file with Cal OES listing the name or position title of employees (referred to as Authorized Agents) authorized to sign grant and related documents on behalf of the County. This document includes authorization for federal financial assistance provided by the Department of Homeland Security (the FEMA parent agency) and thus is also good for other related grant use as necessary.

An existing Governing Body Resolution remains valid and will be used for this grant application. The following titles are listed as the County's Authorized Agents on the Governing Body Resolution: County Administrative Officer or Assistant County Administrator or Principal Administrative Analyst or Emergency Services Manager or Emergency Services Coordinator. Emergency Services Manager is the working title of the Principal Administrative Analyst who supervises the Emergency Services division of the Administrative Office.

The primary uses of these funds have traditionally been to offset ongoing salary costs for OES staff and for the use of various

supplies and equipment. As such, and since this is a long standing annual funding program, \$120,497 has been budgeted as revenue into the OES budget for FY 2014-15, along with the associated costs. In addition, \$40,000 has been budgeted as revenue in the County Fire budget from FY 2014-15, for a total currently budgeted amount of \$160,497. At the time of the initial County budget development process it was not known what the EMPG FY 2014 grant amounts would be. The actual awarded grant amount is \$182,565, which is \$22,068 more than projected with the budget submittal.

The already budgeted and approved \$160,497 is for \$84,447 to offset salary costs for existing OES staff, \$22,600 to offset service, supplies, and equipment for OES, and \$40,000 for County Fire equipment in each department's previously approved FY 2014-15 County budgets. An additional \$13,450 was budgeted and approved in the FY 2014-15 County budget to offset adopted Budget Augmentation Requests related to tsunami readiness and disaster recovery improvement.

While OES will come back to the Board for permission to accept the grant when it is awarded, the following information lists what is anticipated to be requested for the additional funding of \$22,068. The proposed expenditures and uses, which will be 50% matched with budgeted General Fund support dollars or nuclear power plant emergency preparedness funding for a total of \$22,068.

- \$14,000 to offset the costs of an existing temp help Emergency Services Coordinator time to partially offset development of an alternate Emergency Operations Center, as well as other support work such as continuing implementation of the WebEOC emergency management software system; this funding may also be used to offset permanent staff costs related to ongoing drought issue coordination between local agencies and Cal OES;
- \$2,000 is anticipated to be used to offset unbudgeted costs related to the noted County Fire purchase of mobile data computers as shown below; and,
- \$6,068 to offset the costs of existing OES staff to participate in two Public Health exercises, including a full scale exercise, and other non-budgeted drill and exercise activity.

Should the Board choose not to approve acceptance of the additional \$22,068 from these grant funds, an alternative can be to approve applying for the grant only in the amount already budgeted and adopted for County FY 2014-15, which is the above noted total of \$160,497. In that case, OES would only accept that amount of the grant and release the additional award of \$22,068 back to Cal OES. Cal OES would then redistribute the funds to other counties or back to the State.

In addition to the above noted requested use for the \$22,068 above the already budgeted amounts, the budgeted \$160,497 is requested to be used for the following:

- \$85,084 to offset existing OES staff costs related to ongoing day-to-day emergency planning and emergency management coordination efforts throughout the County and with State agencies;
- \$12,450 to offset costs to an approved Budget Augmentation Request to use consulting services for development of disaster recovery guidance procedures;
- \$7,835 to offset costs for ongoing use of the countywide emergency management software system (WebEOC);
- \$6,000 to offset costs for a newly implemented internal emergency notification software system;
- \$40,000 to offset costs for 15 mobile data computers for emergency response vehicles and related software; and,
- \$9,128 for grant administration purposes.

Due to grant specific administrative guidelines, the specific categories may differ on grant application documents and the amounts may vary slightly. Should costs run under or otherwise funds cannot be used for the above, there may be minor variances in supplies purchased.

OTHER AGENCY INVOLVEMENT/IMPACT

Other agencies involved include Cal OES and the Federal Emergency Management Agency. County Counsel assisted with reviewing the "FY14 Emergency Management Performance Grant Agreement Articles, Assurances, Certifications, Terms, and Conditions" document and the State formatted the Governing Body Resolution. County OES coordinated with County Fire on passing through funds for the mobile data computer purchases.

FINANCIAL CONSIDERATIONS

EMPG funds, as in past years, match 50% of certain emergency management and planning tasks performed by the

County.

For the required matching funds of \$182,565 for the FY 2014 award, \$120,497 is already included in the adopted FY 2014-15 County budget for OES and \$40,000 in the County Fire adopted budget. The needed additional matching funds in the amount of \$22,068 are available from the nuclear power plant emergency planning funds and existing operational General Fund dollars. No additional General Fund support monies are being requested with this Board agenda item.

Once the grant is awarded, OES will come back to your Board to request approval to accept the grant and make any budget adjustments related to the additional \$22,068.

RESULTS

Receipt and use of these funds enhances the County's continued ability to develop and maintain effective emergency plans and procedures, which in turn results in a coordinated response to disasters by public and related agencies. This coordinated response ensures that OES meets the communitywide goal of a Safe Community.

ATTACHMENTS

1. FY14 Emergency Management Performance Grant Agreement Articles, Assurances, Certifications, Terms, and Conditions.